

**Borough of Essex Fells**



**General Land Use**

**Application Form**

**Zoning Board of Adjustment**

**Planning Board**

**Borough of Essex Fells  
Essex Fells Borough Hall  
255 Roseland Avenue  
P.O. Box 38  
Essex Fells, New Jersey 07021**

Fifteen copies of this application and supporting documentation must be filed with the office of the Borough Clerk **at least thirty (30) days prior to the meeting** at which the application is to be considered.

*To be completed by Borough Clerk:*

Date Filed _____	Application No. _____
Planning Board _____	
Zoning Board of Adjustment _____	Application Fees _____
	Escrow Deposit _____

*To be completed by Attorney:*

Application Deemed Complete (date) _____	Hearing Date _____
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To be completed by Applicant

**1. SUBJECT PROPERTY**

Address \_\_\_\_\_

Tax Map    Block \_\_\_\_\_    Lots(s) \_\_\_\_\_    Page \_\_\_\_\_

Tax Map    Block \_\_\_\_\_    Lots(s) \_\_\_\_\_    Page \_\_\_\_\_

Dimensions:    Frontage \_\_\_\_\_    Depth \_\_\_\_\_    Total Area \_\_\_\_\_

Zoning District \_\_\_\_\_

**2. APPLICANT(S)**

Name(s) \_\_\_\_\_

Address \_\_\_\_\_

Telephone # \_\_\_\_\_ E-mail \_\_\_\_\_

Applicant is a:    Corporation \_\_\_\_\_    Partnership \_\_\_\_\_    Individual \_\_\_\_\_

If applicant is not the owner, complete Item 3, below, and explain applicant's interest in the property: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

3. **OWNER**

If owner is other than the applicant, provide the following information:

Owner's Name \_\_\_\_\_

Address \_\_\_\_\_

Telephone # \_\_\_\_\_ E-mail \_\_\_\_\_

4. **IF APPLICATION REQUEST IS FOR A SUBDIVISION OR A SITE PLAN, COMPLETE ATTACHMENT 'A' AND SUBMIT WITH APPLICATION.**

5. **DISCLOSURE STATEMENT**

Pursuant to NJSA 40:55D-48.1, the names and addresses of all persons owning 10% of the stock in a corporate applicant or 10% interest in any partnership applicant must be disclosed. In accordance with NJSA 40:55D-48.2 that disclosure requirement applies to any corporation or partnership which owns more than 10 interest in the applicant followed up the chain of ownership until the names and addresses of the non-corporate stockholders and partners exceeding the 10% ownership criterion have been disclosed. (attach additional page(s) as necessary to fully comply).

Name \_\_\_\_\_ Address \_\_\_\_\_ Interest \_\_\_\_\_

Name \_\_\_\_\_ Address \_\_\_\_\_ Interest \_\_\_\_\_

6. **PROPERTY INFORMATION**

Restrictions, covenants, easements, association by-laws, existing or proposed on the property:

Yes (attach copies) \_\_\_\_\_ No \_\_\_\_\_ Proposed \_\_\_\_\_

Note: Clear copies of all deed restrictions, covenants, easements, association by-laws, either existing or proposed must be submitted for review.

Present Use of the premises: \_\_\_\_\_

7. Applicant's Attorney \_\_\_\_\_

Address \_\_\_\_\_

Telephone Number \_\_\_\_\_ Fax Number \_\_\_\_\_

E-Mail \_\_\_\_\_

8. Applicant's Engineer/Architect (circle one) \_\_\_\_\_

Address \_\_\_\_\_

Telephone Number \_\_\_\_\_ Fax Number \_\_\_\_\_

E-Mail \_\_\_\_\_

9. List any other Expert who will submit a report or who will testify for the Applicant:  
(Attach additional sheets if necessary.)

Name\_\_\_\_\_

Field of Expertise\_\_\_\_\_

Address\_\_\_\_\_

Telephone Number\_\_\_\_\_ Fax Number\_\_\_\_\_

E-Mail\_\_\_\_\_

10. Explain in detail the exact nature of the application and the changes to be made at the premises, including the proposed use of the premises:

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11. A. If application is for a hardship or substantial benefit variance [NJSA 40:55D-70c (1) & (2)], complete below.

Note: If more space is required, attach additional page.

i. How will the benefits of the proposed application outweigh any detriments?

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ii. What are the exceptional circumstances or conditions applicable to the property involved or to the intended use of the property that do not apply generally to other properties in the same zone or neighborhood?

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iii. Explain any efforts that have been made by the applicant to acquire adjoining land so as to reduce or eliminate the need for a variance. \_\_\_\_\_

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iv. State how the proposed variance:

a. Will not cause substantial detriment to the public good \_\_\_\_\_

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b. Will not substantially impair the intent and purpose of the zoning plan and ordinance \_\_\_\_\_  
\_\_\_\_\_

11. B. If application is for a use variance [NJSА 40:55-D-70d], complete below:

i. Explain how the proposed use can be granted without substantial detriment to the public good. \_\_\_\_\_  
\_\_\_\_\_

ii. Explain how the proposed use can be granted without substantially impairing the intent and purpose of the zoning plan and the zoning ordinance. \_\_\_\_\_  
\_\_\_\_\_

iii. List any "special reasons" related to the request. \_\_\_\_\_  
\_\_\_\_\_

iv. List any "hardship" related to the nature of the land and/or the neighborhood which prevents reasonable use of the property for any permitted use. \_\_\_\_\_  
\_\_\_\_\_

11. C. If application is for a FAR variance, answer the following:

How will the site accommodate the problems associated with a proposed use with larger floor area than permitted by the ordinance? \_\_\_\_\_  
\_\_\_\_\_

12. The Applicant hereby requests that copies of the following report of the borough staff reviewing the application be provided to the following of the Applicant's professionals:

Specify which reports are requested for each of the Applicant's professionals or whether all reports should be submitted to the professional listed.

	<u>Applicant's Professional</u>	<u>Reports Requested</u>
_____	Architect	_____
_____	Attorney	_____
_____	Engineer	_____
_____	_____	_____

**CERTIFICATIONS**

13. I certify that the foregoing statements and the facts set forth on all supporting documents are true. I further certify that I am the individual applicant, or that I am an Officer of the corporate applicant and that I am authorized to sign the application for the Corporation, or that I am a general partner of the partnership applicant. (If the applicant is a corporation this must be signed by an authorized corporate officer. If the applicant is a partnership, this must be signed by a general partner.)

Sworn to and subscribed before me this  
\_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_

\_\_\_\_\_  
NOTARY PUBLIC

\_\_\_\_\_  
SIGNATURE OF OWNER

14. I certify that I am the owner of the property which is the subject of this application, that I have authorized the applicant to make this application, the representations made, and the decision in the same manner as if I were the applicant. (If the applicant is a corporation this must be signed by an authorized corporate officer. If the applicant is a partnership, this must be signed by a general partner.)

Sworn to and subscribed before me this  
\_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_

\_\_\_\_\_  
NOTARY PUBLIC

\_\_\_\_\_  
SIGNATURE OF OWNER

15. I understand that an initial sum of \$2,000.00 has been deposited in an escrow account maintained by the Borough Clerk in accordance with the Land Development Code of the Borough of Essex Fells. I further understand that the escrow account is established to cover the cost of professional services which may include engineering, planning, legal and other expenses associated with the review of submitted materials and the publication of the decision by the Board. Sums not utilized in the review process shall be returned when approved by attorney. If additional sums are deemed necessary, I understand that I will be notified of the required additional amount and shall add that sum to the escrow account within fifteen (15) days.

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